



# CURRICULUM VITAE

PROPOSED POSITION	PROCUREMENT/CONTRACTS MANAGEMENT SPECIALIST
<b>PERSONAL DATA</b> <b>NAME</b> <b>CNIC</b> <b>DOB</b> <b>Domicile</b> <b>Professional ADDRESS</b>	<p style="text-align: center;"><b>FAYYAZ AHMED SIDDIQUI</b> <b>42201-2730150-3</b> <b>15<sup>th</sup> November, 1973</b> <b>MANAGEMENT ACCOUNTANT and CO. SECRETARY</b> <b>B-23, BILAL TOWN NEAR ROSE GARDEN MALIR HAULT, KARACHI</b> <a href="mailto:fayyaz.siddiqui@hotmail.com">fayyaz.siddiqui@hotmail.com</a> &amp; <a href="mailto:fayyaz.siddiqui3@gmail.com">fayyaz.siddiqui3@gmail.com</a> <b>+92-021-331-2104883, +92-021-300-0458380, +92-021-34591893</b></p>
<b>EDUCATION<sup>1</sup></b>	<p style="text-align: center;"><b>COST &amp; MANAGEMENT ACCOUNTANT (pass out in 2005, A-3768)</b> <b>CORPORATE SECRETARY (Pass out in 2003, A-0587)</b></p>
<b>PROJECTS HANDLED</b>	<p>All below projects were handled as Cost, Commercial, Supply Chain &amp; SG&amp;A, operational Controls.</p> <ul style="list-style-type: none"><li>• HUD &amp; PHED New Murree Project for 35 KM water line.</li><li>• PRICING, STANDARDIZATION OF BOM, COSTING, VARIANCE OF AUTOMOTIVE PARTS.</li><li>• CAA Packages -7A, 8B, 8C-1, SALES/PROPOSAL/TENDERING AND NEGOTIATION</li><li>• CAA Package-3 Subcontract, NEGOTIATION OF CONTRACTS.</li><li>• CAA Package 7B, Package-4, TENDERING OF PRE-BID AND POST BID ACTIVITIES.</li><li>• Different Orders of PAF Bases. COMMERCIAL EXECUTION OF PROJECTS.</li><li>• BP, Eni, MOL, Parco, Fatima Fertilizer etc. EXECUTION OF PROJECTS</li><li>• DHA Lahore Infrastructure Projects. EXECUTION OF PROJECTS</li><li>• Building Technology orders i.e., Metro Cash &amp; Carry, Tetra Pack, LUMS, CDA, and PNSC &amp; Dolman Mall etc. EXECUTION OF PROJECTS</li><li>• Many others Miscellaneous Project of Infrastructure, Oil &amp; Gas and Process Industries, Pakistan Railways. EXECUTION OF PROJECTS</li></ul>
<b>CAREER HIGHLIGHTS</b> <ul style="list-style-type: none"><li>✓ OPEX/CAPEX Cost Controlling, Pricing, and Variance/Budget analysis.</li><li>✓ FIDIC/PPRA/SPRRA Bid Management.</li><li>✓ Risk Management</li><li>✓ Imports and Logistics.</li><li>✓ Contract &amp; Claim Management.</li><li>✓ PM@Siemens.</li><li>✓ Legal, Tax, Treasury, Supply Chain and negotiation skill.</li><li>✓ Contracts/Price and business modal negotiation.</li></ul>	<p><b>EXPERIENCE SUMMARY: -</b></p> <p><b>ACHIEVEMENTS: -</b></p> <ul style="list-style-type: none"><li>• Enhance revenue and profitability using by latest tools and concept for productivity, cost minimization, optimization of operating cost etc.</li><li>• Handled mega projects, cost controlling, pricing, negotiation, max 150 million Euro.</li><li>• Maintain the Project cost and pricing to obtain targeted CM, EBIT, ROI and EV etc.</li><li>• Procurement saving of Rs. 700 Mn against, Rs 5 bn Contract Price.</li><li>• Two Spark Awards, customer relation and lead of international Tender.</li><li>• Standardization of all business transaction's Contractual documents and Protocols.</li><li>• Implemented Risk Management, mitigation and approval procedures within Co.</li><li>• Rs. 2.5 bn claims, substantiation and preparation of the Islamabad Airport Project.</li><li>• Rs. 200 million reductions in SG&amp;A during execution of project, day to day expenses.</li><li>• Rs. 1.0 bn minimized the bank guarantee/financial/Insurance security exposures.</li><li>• Rs 9.0 bn Processed SBP green financing scheme of renewable Energy Projects financing.</li><li>• Rs. 5.0 billion Projects were secured in Siemens.</li><li>• Rs. 500 million Custom duty re-claimed under SRO.</li></ul> <p>✓ Ability to Priorities, Strong Organizational Skills, Coaching, Oral/written Communication, Negotiating Talent, Superb with Deadlines, Decisive, Advanced Problem-Solving Capabilities, Professional, Thorough, ABC/Real Time Costing, Inventory cost productivity. Pricing and Proposals. Product cost to maintain the targeted margin. Contracts Negotiation. Commercial modeling, leading project from EOI to Completion, Oversee all activities of project</p>

<b>Organization</b>	<b>M/s Acumen Engineering (Pvt.) Ltd, Karachi.</b>
<b>Position/ Ranks</b>	<b>HEAD OF OPERATIONS.</b>
<b>Period</b>	<b>Nov 2020 till to date.</b>
<b>Project Description:</b>	<ul style="list-style-type: none"> <li>➤ Manage P&amp;L, EBITDA, EV, Contribution Margin and variances vs planned, Forecast, actual budget and provide solutions to mitigate risks. Liaison with consultant, contractors/vendors.</li> <li>➤ Leading SG&amp;A planning, reporting and analytic for Management, including SMART Spend analytic</li> <li>➤ Create new accounts, meet the customer to demonstrate our portfolios to increase sales.</li> <li>➤ Identify risk and opportunities of the market share, organizing the commercial and financial implication of opportunities for the future outlook and ensure the project profitability.</li> <li>➤ Pricing of as per purchasing power with the due consideration of the client and consumer to payback our investment and margin to recover. Pre-qualification to end of project.</li> <li>➤ Training and cope up project teams and representation of the market penetration.</li> <li>➤ Oversee all activities of Project Management to ensure within budget, plan, forecast etc.</li> <li>➤ Management Accounting of procurement make or buy decision w.r.t cost effectiveness.</li> <li>➤ Developed 20% increased of market share as compared to previous year against competitors.</li> <li>➤ Streamline all operational and administrative policies in lieu of cost effectiveness.</li> <li>➤ Update Senior Management/ stakeholders on progress against plan on a regular basis &amp; escalate issue as required. Negotiation of Contracts, T&amp;C's pf suppliers/Contractor.</li> <li>➤ Handling all Green Financing facilities for the customer against the SBP lending.</li> <li>➤ Ensure all financial guarantees given to Banks and customer complied and not to encash.</li> <li>➤ Reporting/monitoring/Control of financial health compliance as of policy and authorities..</li> <li>➤ Approval of annual operating cost budget, quarterly variance analysis for Management.</li> <li>➤ Manage day-to-day OPEX as per policies, guidelines and targeted actual vs Budget.</li> <li>➤ Ensure targeted Sales/Revenue, forecast and budgeting within the ambit of operating activity. Assessment and risk identification, mitigation and in built of bid.</li> <li>➤ Verify billing of Contractor, Operational and Maintenance cost, vendor's, suppliers etc.</li> <li>➤ Ensure Payroll, Receivable and Payable of operating expense and revenue as per policies</li> <li>➤ Work closely with the cross functional teams particularly commercial, Tax, Treasury, Legal, Finance functions to keep abreast with the changing cost, forex, escalation Market dynamics, and provide solutions to address impacted through Operational Cost &amp; Finance interventions.</li> </ul>
<b>Organization</b>	<b>M/s Reon Energy Limited (A company of Dawood Hercules). Karachi, (Energy Div)</b>
<b>Position/Rank</b>	<b>SR. MANAGER COMMERCIAL &amp; CONTRACTS.</b>
<b>Period</b>	<b>July 2019 to Oct 2020.</b>
<b>Responsibilities/Tasks:</b>	<ul style="list-style-type: none"> <li>➤ Independently handling all contractual, legal, compliance, insurance of the customer, vendor, SCM and other misc. Contracts, MoU, JV, Sub-Contracts, Agreements, RFP etc.</li> <li>➤ Cost Controlling, Variance Analysis, payback, and ROI and OPEX and CAPEX suggestion</li> <li>➤ Inventory Management by maintaining EOQ, Inventory carrying cost, ordering cost etc.</li> <li>➤ To communicate effectively with statutory and regulatory authorities such as PEC, NEPRA, AEDB, EDB, FBR etc. for licensing and other matters of Tariff &amp; Taxation.</li> <li>➤ Strict control and birds eye views of the day-to-day expenditures such as Payroll, utilities, General and administrative expenditures, operating cost (COGS) to maximized profit.</li> <li>➤ Procurement commercially viable in the ambit of budget, plane, actual, Forecast etc.</li> <li>➤ Establishing master Procurement plan direct and indirect materials and services.</li> <li>➤ Controlling of day-to-day site expenditures of the signed Contracts within approved budget.</li> <li>➤ Contracts and Claim management including all stakeholders for the completion of project within timeline, budget and quality /specification requirement of the client satisfaction.</li> <li>➤ Guide the Management about Project Management, strategies with respect to Sales and proposal targeted expenditure with matching of revenue as per standard of accounting.</li> <li>➤ Lead all Contractual, Legal and Commercial matter to enhance profitability of org.</li> <li>➤ Float RFQ/RFP for outsourcing of some scope of works with standard T&amp;C's as per policy.</li> <li>➤ Standardization of Contracts Agreements as per value of the projects, Med, Large &amp; small.</li> </ul>

<b>Projects</b>	<b>Civil, Electrical, Mechanical and Architectural Works for the Construction of Towers High Rise building in Karachi</b>
<b>Organization</b>	<b>M/s Hill International Inc. Sea View Defense Karachi, (M/s Emaar Pakistan)</b>
<b>Position/Portfolio</b>	<b>CONTRACTS ADMINISTRATOR</b>
	<b>2018 ~ 2019</b>
<b>Responsibilities/Tasks:</b>	<ul style="list-style-type: none"> <li>➤ Adherence of all contractual made with Contractors, Sub-Contractor, Vendor and suppliers.</li> <li>➤ Ensure any other claims to arise from the Contractor.</li> <li>➤ To abide by specific internally established control systems and delegation of authorities, to lead by personal example and encourage all stakeholders to conduct their activities in accordance with all applicable laws and signed contracts by the Contractor and the Company's standards and policies, including its environmental, safety and health policies and Awareness of their role being a Project supervision Consultants.</li> <li>➤ Cost Controlling of all regular expenditures of consultants such as Salaries, Wages, Perks, utilities of SG&amp;A.</li> <li>➤ Finalization of subcontracts, agency Agreements, joint venture Agreements, consortium agreements, DOR, MOUs and other types and forms of frame Agreements.</li> <li>➤ Response on EOT and its associated cost claims.</li> <li>➤ Vetting all insurance/bank guarantee, payment certificate etc.</li> <li>➤ Advise to management regarding the contractual/ legal matters.</li> <li>➤ Review all VO, change &amp; claim notices etc. as per Contracts.</li> </ul>
<b>Projects</b>	<b>New Islamabad International Airport, Package-7A, 8B and 8C-01 (Turnkey Electrical, Mechanical, communication, AFL and associated Works at Airport)</b>
<b>Position/Portfolio</b>	<b>Siemens Pakistan Engineering Co. Ltd. Islamabad</b>
<b>Period</b>	<b>MANAGER FINANCE &amp; BUSINESS ADMINISTRATION (Project Management Portfolio)</b>
	<b>2010~2018</b>
<b>Responsibilities/Tasks:</b>	<ul style="list-style-type: none"> <li>➤ Drive day to day Cost control main KPIs with the support of the Project Management team.</li> <li>➤ Lead the Cost review in the Project site office and submit the cost overrun/savings report.</li> <li>➤ Build and monitor the regional cost saving program, budget and performance of organization.</li> <li>➤ Variance Analysis Budget Vs Actual, Plan Vs Actual, Forecast Vs Actual etc.</li> <li>➤ Produce a Regional Cost budget in coordination with regional office Cost Control Management and HO.</li> <li>➤ Lead the tendering, EOI, PQ till finalization of the Agreements as per company policy.</li> <li>➤ ETC (Estimate to complete) of the project review and impact of escalation/de-escalation.</li> <li>➤ Support ad-hoc procurement request performing vendors cost analysis and informing main relevant points for negotiation.</li> <li>➤ Manage and Control of all SG&amp;A, Variable, Semi Variable, Fixed and Semi Fix operating cost.</li> <li>➤ Control all cost received on the MGA (Monthly general Account) from Site to manage.</li> <li>➤ Negotiate all T&amp;Cs of the Contractor, suppliers/Vendors to run smooth operation</li> <li>➤ Provide critical assessment of all budgets and cost projections.</li> <li>➤ Completion of Projects within ambit of cost/investment plan of OPEX and CAPEX.</li> <li>➤ Mitigation of market trends that could impact resource costs such as Forex, POL etc.</li> <li>➤ Keep up to date on new vendors and possible cost-cutting partnerships.</li> <li>➤ Verification of invoices to ensure correct products/services as per T&amp;C's.</li> <li>➤ Collaborate with department heads to strategize ways to minimize waste.</li> <li>➤ Demonstrate a comprehensive understanding of the interdependency of cost drivers</li> <li>➤ Assures protection for the assets of the business through internal control, internal auditing, and assuring proper insurance coverage and its claims.</li> <li>➤ Control of operations including, profit planning, programs for capital investing and financing, sales forecasts, expense budgets, and cost standards, together with necessary controls and procedures to effectuate the plan.</li> <li>➤ Preparation of change orders, variations and claims, liaise with schedulers in view of gathering the appropriate Argumentation for an Extension of Time claim.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Carry out regular evaluation of the subcontractors/suppliers and provide feedback.</li> <li>➤ Evaluating of regular cost/ benefit analysis, out sourcing of regular expenditures.</li> <li>➤ Responsible to control and monitor total expenditure including verifying claims from suppliers, vendors and subcontractors to ensure that all project expenditures are captured and properly recorded.</li> <li>➤ Perform project costing related reporting to the team and managements review on a monthly basis to ensure that expenditures are kept within the project budget.</li> <li>➤ Ensure the project cost risks are properly controlled, and where necessary, issue corrective and preventive actions.</li> <li>➤ Regular reporting and monitoring of the day-to-day expenditure such as fuel, admin, Labour é , vendor, suppliers,</li> </ul>
<b>Projects</b>	<b>Siemens Pakistan Engineering Co. Ltd. PAF bases, BP, Eni, MOL, PARCO, Fatima Fertilizer Different cities such as Karachi, Lahore, Islamabad, Peshawar etc.</b>
<b>Organization</b>	<b>MANAGER FINANCE &amp; BUSINESS ADMINISTRATION (Commercial Controller, SCM Portfolio)</b>
<b>Position/Portfolio</b>	<b>2006~2010</b>
<b>Responsibilities/Tasks:</b>	<ul style="list-style-type: none"> <li>➤ Handling all issues from pre-qualification to finalize sales and proposals as per statutory and regulatory requirement such as PPRA, SPPRA, PEC etc.</li> <li>➤ LC/ Bank Contract opening, negotiation and finalization in accordance of procurement plan PO.</li> <li>➤ Negotiate of LC/Bank Contract with the customer, supplier, vendor' s terms and condition.</li> <li>➤ Correspondence with the supplier/vendor for in time delivery of equipment' s and materials for the execution of project.</li> <li>➤ Negotiate transportation rates or services with the local transporter, foreign freight.</li> <li>➤ To clear the consignment in accordance of notification, SRO or exemption of the imported material, further Free Trade Agreement (FTA), Taxation treaty' s documentation and applicability to be ensure</li> <li>➤ Negotiation with supplier/vendor/subcontractors before issuance of LOI, PO on T&amp;Cs and deliveries etc.</li> <li>➤ Direct inbound or outbound logistics operations, such as transportation or warehouse activities, safety performance, or logistics quality management.</li> <li>➤ Monitoring, reporting and analysis of savings, in the context of the Siemens' methodologies and within the defined tools</li> <li>➤ Project Reporting (internal &amp; external): Project Reviews: PM and SM; Risk and Opportunity Reporting; NCC Reporting</li> <li>➤ Project Set-up &amp; Closure: Calculate the Order Income Calculation (OIC) &amp; R&amp;O; Ensure internal agreements are finalized between regional entity and HQ; Set-up Guarantees; Agree final commercial settlement with the customer</li> <li>➤ Risk &amp; Opportunity Management: Review schedules to derive commercial implications or risks; Provide input to risk assessment; Management of mitigation activities</li> <li>➤ Within subject area, responsible for protection of company assets, application of complex control procedures, and financial planning and reporting Within stated guidelines and policies</li> </ul>